

**Minutes of the Finance Committee**  
**Monday, October 17, 2005**

Chair Haukohl called the meeting to order at 8:45 a.m.

**Present:** Supervisors Pat Haukohl (Chair), Bonnie Morris, Jim Behrend, Joe Marchese, and Ken Herro. Don Broesch arrived at 8:50 a.m. and Genia Bruce arrived at 9:35 a.m. Bruce left at 10:55 a.m. and returned at 1:45 p.m. Behrend left at 3:20 p.m.

**Also Present:** Legislative Policy Advisor Mark Mader, Judiciary Committee Chair Bill Mitchell, Communications Center Manager Richard Tuma, Business Manager Betsy Crosswaite, Emergency Management Coordinator Jim Malueg, Senior Financial Analyst Mike Baniel, Budget Manager Keith Swartz, District Attorney Paul Bucher, Office Services Coordinator Danni Danielski, Clerk of Courts Carolyn Evenson, Judge Kathryn Foster, Business Manager Bob Snow, Sheriff Dan Trawicki, Business Manager Tom Koth, Jail Administrator Mike Giese, Deputy Inspector Steve Marks, and Treasurer Pam Reeves. Recorded by Mary Pedersen, County Board Office.

**Discuss and Consider 2006 Operating Budgets for the Following Departments: a) Emergency Preparedness (Includes Dispatch, Radio Services, and Emergency Government), b) District Attorney, c) Circuit Court Services, and d) Sheriff's Department**  
Tuma, Crosswaite, Malueg, Baniel, and Mitchell were present to discuss the proposed 2006 operating budget for the Emergency Preparedness Department including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$5,299,599 – a decrease of \$251,966 or 4.54% from the adopted 2005 budget. Revenues are budgeted at \$1,670,937 – a decrease of \$373,126 or 18.25% and the tax levy is budgeted at \$3,792,635 – an increase of \$77,600 or 2.09%. The position summary shows an overall increase of 1.21 full-time equivalent (FTE) positions.

Broesch arrived at 8:50 a.m.

Baniel distributed copies of an amendment drafted and approved by the Judiciary & Law Enforcement Committee to add a strategic objective. The amendment results in no additional direct tax levy impact. It will be considered at the October 24<sup>th</sup> Finance Committee meeting.

Bruce arrived at 9:35 a.m.

**MOTION:** Herro moved, second by Behrend to tentatively approve the 2006 operating budget for the Department of Emergency Preparedness. Motion carried 7-0.

Bucher, Danielski, and Mitchell were present to discuss the proposed 2006 operating budget for the District Attorney's Office including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$2,233,663 – an increase of \$72,449 or 3.4% from the adopted 2005 budget. Revenues are budgeted at \$613,392 – an increase of \$5,049 or 0.8% and the tax levy is budgeted at \$1,620,271 – an increase of \$67,400 or 4.3%. The position summary shows an overall decrease of 0.30 FTE positions.

Bruce left at 10:55 a.m.

MOTION: Behrend moved, second by Broesch to tentatively approve the 2006 operating budget for the District Attorney's Office. Motion carried 6-0.

Evenson, Snow, Foster, and Mitchell were present to discuss the proposed 2006 operating budget for Circuit Court Services including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$8,642,016 – an increase of \$189,400 or 2.2% from the adopted 2005 budget. Revenues are budgeted at \$4,275,000 – an increase of \$40,000 or 0.9% and the tax levy is budgeted at \$4,367,016 – an increase of \$149,400 or 3.5%. The position summary shows an overall decrease of 0.87 FTE positions.

MOTION: Herro moved, second by Broesch to tentatively approve the 2006 operating budget for Circuit Court Services. Motion carried 6-0.

The committee recessed at 12:10 p.m. and reconvened at 1:35 p.m. Herro, Broesch, and Bruce were not in attendance.

Trawicki, Marks, Giese, Koth, and Mitchell were present to discuss the proposed 2006 operating budget for the Sheriff's Department including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$30,125,801 – an increase of \$1,614,716 or 5.7% from the adopted 2005 budget. Revenues are budgeted at \$7,700,955 – an increase of \$88,516 or 1.2% and the tax levy is budgeted at \$22,424,846 – an increase of \$1,526,200 or 7.3%. The position summary showed an overall increase in 21.67 FTE positions.

Herro and Bruce arrived at 1:45 p.m.  
Broesch arrived at 2:00 p.m.

Baniel distributed copies of three amendments drafted and approved by the Judiciary & Law Enforcement Committee to add three strategic objectives, none of which results in any additional direct tax levy impact. These will be considered at the October 24<sup>th</sup> Finance Committee meeting.

MOTION: Herro moved, second by Broesch to tentatively approve the 2006 operating budget for the Sheriff's Department. Motion carried 7-0.

**Ordinance 160-O-059: Amend 2005 Sheriff's Department Budget Expenditure Of Seized Funds - October 2005**

Trawicki said they would like to use \$40,500 from asset forfeiture money to purchase various items. These include 8 hand-held trunk radios, 21 helmet upgrades, 21 night sight rifles, and a door saw for the SWAT team, 8 M-4 rifles for the patrol unit, and 1 recording unit for the Metro Unit. The fiscal note states that this will leave a remaining balance of \$134,103.

MOTION: Behrend moved, second by Broesch to approve ordinance 160-O-059. Motion carried 7-0.

**Ordinance 160-O-060: Amend Sheriff's Department 2005 Budget Expenditure Of Donated Funds - Forensics Unit**

Trawicki said they received \$3,195 in donations from Kiwanis and they are requesting to use the funds to acquire equipment to enhance the Computer Forensics Unit. This includes 4 flat screen monitors, 4 video cards, and a hard-drive duplicator.

MOTION: Morris moved, second by Broesch to approve ordinance 160-O-060. Motion carried 7-0.

**Ordinance 160-O-065: Cancel Unredeemed Checks Issued By County Treasurer**

Reeves explained this ordinance is brought forward every other year. Expense checks that are not cashed are published in the Waukesha Freeman and those given checks greater than \$500 are contacted via telephone. Per State Statutes, uncashed checks are taken off the accounting books so they are no longer considered outstanding checks and the funds are placed in the County's general operating fund. These checks, however, can be redeemed for up to six years.

MOTION: Marchese moved, second by Herro to approve ordinance 160-O-065. Motion carried 7-0.

**Schedule Next Meeting Dates**

October 19<sup>th</sup> at 8:45 a.m. (all day) and October 20<sup>th</sup> at 1:00 p.m.

**Announcements**

Swartz asked if any Finance Committee members had amendments to be considered at the October 24<sup>th</sup> Finance Committee meeting, to get them to him by this Friday. Mader explained the amendments process, especially the requirement that all amendments are to be submitted no less than seven days prior to the County Board meeting per County Code. The County Board Office will be sending out a memo to all supervisors with regards to this issue.

Behrend left the meeting at 3:20 p.m.

**Ordinance 160-O-061: Accept Homeland Security – Buffer Zone Protection Program Funding And Modify The Emergency Preparedness 2005 Budget To Appropriate Grant Expenditures And Revenues**

Malueg said this ordinance involves accepting a \$50,000 Homeland Security Grant to better secure the entrances at Brookfield Square Mall. This is the only site in Waukesha County eligible for Buffer Zone Protection Program funds as determined by the USDHS. The mall will carry out the project and his department will simply be the pass-through agent.

MOTION: Behrend moved, second by Morris to approve ordinance 160-O-061. Motion carried 5-1. Herro voted no.

**Future Agendas Items**

Update by the Safety Committee

MOTION: Marchese moved, second by Bruce to adjourn at 3:28 p.m. Motion carried 6-0.

Respectfully submitted,

Bonnie J. Morris  
Secretary